



## LIBRARIES

**Library Board of Trustees Meeting  
Wednesday, December 08, 2016 9:30 am  
ImagineIF Columbia Falls**

### **MEETING MINUTES**

**Present: Terry Guidi, Jane Lopp, Connie Leistiko (Board); Kim Crowley, Connie Behe, Teri Dugan, Martha Furman, Tony Edmundson (Staff); Carla Fisher, Roy Beekman (Library Foundation), Mike Pence (County Administrator).**

**I. Call to Order:** T. Guidi called the meeting to order at 9:32 am.

**II. Open time for persons to address the Board:**  
T. Edmundson introduced ImagineIF Columbia Falls staff.

**III. Approval of Minutes**  
**Moved by C. Leistiko** "approve the minutes of the October 26, 2016 Library Board Meeting as presented."  
**Seconded by M. Morton** **APPROVED**

**IV. Reports**  
**Report from Mike Pence, County Administrator:**

- Future revenues have the possibility of dropping by 5% on the state level for future budgets.
- The county commissioners would be willing to begin setting money aside in the Library Capital Improvement Fund for future library building projects.
- Private money raised by the Library Foundation is a key factor.

**October Financial Report**  
**Moved by J. Lopp** "to accept the Financial Report as presented."  
**Seconded by M. Morton** **ACCEPTED**

#### **Director and Staff Reports**

##### **Salt Lake City Report:**

- C. Behe reported that the trip to Salt Lake City Public Library was an enriching and rewarding experience.
- The mutual respect for one another provided an energizing atmosphere for growth and learning.

#### **Library displays on Inclusion:**

- K. Crowley reviewed a letter from the Library Director acknowledging that the library is a welcoming place to everyone, regardless of age, race, ethnicity, gender, or sexual identity.
- Displays featuring diverse authors across all demographics are features at ImagineIF. These displays have received record numbers of positive comments and shares on library social media sites.
- Comments from M. Davis email response were discussed.
- There was agreement from the board that the letter from the director may be posted on the ImagineIF website.
- C. Behe reported that future awareness training for staff is being developed.

**Principles of Civil Dialogue:**

- K. Crowley presented the Principles for Civil Dialogue statement. This document is the outcome of a collaborative effort of community leaders as part of Flathead on the Move, and was adopted in 2007.
- K. Crowley asked for reaffirmation of the document.

**Moved by C. Leistiko** "to reaffirm as a board the Principles for Civil Dialogue."

**Seconded by M. Morton**

**APPROVED**

**Foundation Report:**

- C. Fisher reported interviews are underway for a Library Foundation Executive Director.
- The annual appeal campaign is being conducted.
- Office space for the Library Foundation Executive Director is being planned.
- The foundation is working toward a capital campaign project.
- Planning meetings for Loud at the Library 2017 continue.
- The Library Foundation Board is welcoming 4 new members.

**Columbia Falls Update:**

- T. Edmundson reported toddler and preschool programs have growing participation.
- Space is a constraint.
- Staff is currently working on a group space geared toward 6-10 year olds.
- Teen services are expanding.
- Youth collections have increased.
- Early readers are heavily circulated.
- Incident reporting procedures were briefly described.

**Summer Experience Report:**

- M. Furman presented highlights about the 2016 Summer Experience Program.
- The summer program main focus used STEM or STEAM guidelines.
- Participation was up 25%
- The summer program is developed to bridge the gap of learning through the summer months.

- Statistics and photos were shared highlighting various summer experience events.

**Facilities Committee Report:**

- M. Morton discussed various grant options available for project planning. These grants are available for the planning phase of new buildings.
- Big Sky Trust Fund Grant is a planning grant that supplies matching funds to the awarded applicants.
- Facilities committee is seeking library board approval to move forward with interviews with local engineering firms to provide professional advice as to the scope of new library construction project.
- R. Beekman stated that various property considerations and comparisons are beneficial in future fundraising efforts and grant seeking.
- The library Board tasked the Facilities Committee with interviewing architectural firms and issuing an RFQ for the Big Sky Trust fund grant.

**V. Old Business**

**VI. New Business**

**Leave without Pay request from Megan Glidden (ACTION)**

- K. Crowley reviewed M. Glidden's request for Leave without Pay.
- Glidden is requesting 25 hours of leave without pay.

**Moved by C. Listeiko** "to approve the request for 25 hours of Leave without Pay for Megan Glidden."

**Seconded by M. Morton.**

**APPROVED**

**VII. Housekeeping:**

**VIII. Next regular meeting: January 25<sup>th</sup>, 9:30am, Bigfork.**

**Library Legislative Day: January 18, Helena.**

**Loud at the Library, March 16, 2017.**

**Tamarack Federation meeting; Marina Cay; May 12 – 13, 2017.**

**MT Library Association Meeting, Billings, March 29 – April 1.**

**IX. Adjourn: 12:10 pm**